



105 West Capitol Avenue  
P.O. Box 270  
Jefferson City, Missouri 65102

**Missouri Department of Transportation**  
*Patrick K. McKenna, Director*

1.888.ASK MODOT (275.6636)

November 13, 2024

Dear Consultant:

The Missouri Highways and Transportation Commission is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list.

If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than three pages. This letter should include a statement to indicate your firm's understanding of the project. It should also include any other information which might help us in the selection process, including key personnel you would assign to the project and the backgrounds of those individuals, and any sub-consultants you would propose to use, and an indication of your firm's approach to promoting and developing a diverse workforce. MoDOT is committed to reflecting the diversity of the communities we serve and we expect our partners to do the same. We will utilize the consultant information already on file so we will not need a lengthy submittal of other general company information. In addition, please attach one page with detailed information on similar projects that your key personnel have worked on. Indicate the role your key personnel played in the projects and include reference contact information.

DBE firms must be certified by the Missouri Department of Transportation in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any projects they feel can be managed by their firm. We also encourage both DBE firms and non-DBE firms to consider joining MoDOT's Mentor/Protégé program whenever possible as part of a MoDOT project.

MoDOT will evaluate firms based on: Project Understanding & Innovation, Past Performance, Qualifications of Personnel Assigned, General Experience of Firm, Familiarity/Capability, Accessibility of Firm & Staff. Firm's not providing a response on approach to workforce diversity will be considered non-responsive to this solicitation. Firm's that are not current on all of the required prequalification categories found in [MoDOT's Approved Consultant Prequalification List](#) at the date of the solicitation expiration will be considered non-responsive.

We request all letters be received by 3:00 pm, Dec 4, 2024 at the appropriate office.

Sincerely,

Kenneth Voss, P.E.  
State Design Engineer

Attachment

***Our mission is to provide a world-class transportation system that is safe, innovative, reliable and dedicated to a prosperous Missouri.***

**[www.modot.org](http://www.modot.org)**

## **DISTRICT OFFICES**

Southeast District  
Mark Croarkin – District Engineer  
Missouri Department of Transportation  
2675 N. Main  
Sikeston, MO 639801

Contact  
Chris Crocker – Project Manager  
573-380-1658  
[Christopher.crocker@modot.mo.gov](mailto:Christopher.crocker@modot.mo.gov)  
Email responses are encouraged.

## Southeast District

<b>Route D St. Francois County</b>	
<b>Job No:</b>	JSE0050
<b>Location:</b>	Rte. EE to Rte. 32
<b>Proposed Improvement:</b>	Rebuilding pavement, adding or extending warranted turn lanes, and Rebuilding sidewalks to meet ADA standards.
<b>Length:</b>	0.525 mile
<b>Approximate Construction Cost:</b>	\$2,325,000
<b>DBE Goal (if applicable)</b>	0%
<b>Consultant Services Required:</b>	<p>Surveying: consultant to provide all survey mapping, land corners, property lines, staking for right of way, monument new right of way, prepare boundary surveys, and write deeds.</p> <p>Right of Way: Consultant to provide title commitments for affected properties.</p> <p>Roadway Design: Consultant to prepare all preliminary, right of way, final roadway design and plan preparation as necessary to submit final roadway plans, specifications, and estimates. (PS&amp;E). Hydraulic analysis of all drainage structures, reporting and coordination with any drainage districts, municipalities, and other government agencies. Conduct public meeting to present preliminary plan (provide displays, handouts)</p> <p>Geotechnical: Consultant to perform all geotechnical work and will provide Preliminary Geotechnical Report and Foundation Investigation Report. (Culvert Extensions) and add a lane section.</p> <p>Utilities: Coordination of utilities that may be required to be relocated. Work with MoDOT District Utility Staff in determining best course of action for relocating utilities.</p> <p>Environmental: RES submittals at milestones and informational support as requested.</p>
<b>Other Comments:</b>	<p>Interviews or presentation will not be required for the consultant selection.</p> <p>Tentative Date of Consultant Selection-12/18/2024</p>

**Rating Criteria w/Weighted Values**

Project Understanding & Innovation	25 Points Max
Past Performance	25 Points Max
Qualifications of Personnel Assigned	20 Points Max
General Experience of Firm	10 Points Max
Familiarity/Capability	10 Points Max
Accessibility of Firm & Staff	<u>10 Points Max</u>
	100 Points Max Total